

*August 1963*~~SECRET~~

## LANGUAGE TRAINING SCHOOL

Background

The Language Training School has as its main function the providing of in-house language training capability geared to the extensive language training requirements of all categories of Agency personnel, where in-house training is required by considerations of cover and security, specialized needs, or in cases where training of the type required is not otherwise available.

The predecessor of the Language Training School, called the Language Services Division, was established in 1951 at the direction of the then Director of Central Intelligence, General Walter B. Smith, during the period when Agency training was being consolidated under the Office of Training. During the period 1953-55 the function was combined with administration of external training of all kinds, since the majority of language training was being conducted externally.

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In 1955 it was determined that major dependence on external language training posed insoluble problems of security, control of content, and availability of suitable instruction. The decision was made to develop capabilities for in-house language instruction and to depend upon external facilities, such as

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facilities desirable. In 1955 the external training function was moved elsewhere and language training was linked with area training where it remained until the Area Training Faculty was dissolved in January 1965 and its remaining functions assumed by other components.

#### Scope and Accomplishments

Agency language training is accomplished in a highly varied program of full-time and part-time courses and tutorial instruction. Part-time training is conducted before, during, and after duty hours. Training activities range from familiarization programs of a few hours in length to full-time intensive training of case officers, and covert training of staff and contract agents, such as a recent three-week full-time project to teach English to two foreign agents as a part of their covert training.

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The major non-teaching function of the Language Training School is the furnishing of foreign language proficiency testing services for the Agency.

In addition we operate language laboratories and a library of language and general area books, supply tape recordings and text materials to support language training activities in the field and maintain a group of personnel highly proficient in various foreign languages who are frequently of use to other Agency components for transliteration, translation, interpreting, and research projects requiring linguistic skills.

Language Training is conducted by a highly professional and flexible staff consisting of 9 professional staff employees, 9 technical and clerical employees, and 16 full-time and 4 part-time contract instructors. The contract instructors are native speakers of various foreign languages. This staff is supplemented at present by 35 instructors who are paid an hourly rate when actually employed. A total of 55 hourly-rate employees are available to us if needed. Classes held outside of duty hours are taught by Agency staff employees who have the necessary linguistic skills, supervised and supported by the Language

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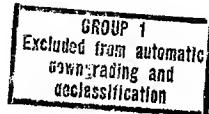
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Training School. In the staff are represented capabilities for teaching 50 languages and other capabilities can be acquired as needed.

In Fiscal Year 1965 a total of 750 individuals were in training in 22 languages in various programs of the Language Training School. Part-time training made up almost 75% of total training. During the year we engaged in a total of 314 separate teaching projects, each of which has to be supported, and supervised. 63,548 hours of teaching were accomplished in all of our projects. During Fiscal Year 1965, 313 written proficiency tests and 280 oral tests were administered in 24 languages. In Fiscal Year 1966 we are experiencing an upswing in language proficiency testing. As the first step in achieving a more effective policy on language proficiency the Clandestine Services are making a concerted effort to have tested all those individuals who have claimed a proficiency but who have not yet been tested. As a result of this effort we will be called upon to complete approximately 800 extra oral proficiency tests by 1 January 1966. The cost of this extra testing, which was not specifically budgeted for, can probably be absorbed completely in the budget for hourly rate contract employees.

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In addition to teaching and testing activities we supplied language training texts and tapes in response to 61 requests during the fiscal year, plus extensive advisory work in setting up language training facilities [REDACTED]

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